

Guide and worked examples on No Detriment – Proportion of completed assessment and Calculation of Baseline and Final Grade Point Average in Session 2019-20

The examples below show the application of the stages described in the No Detriment policy on a number of different programmes with various different scenarios where the student is eligible for award.

Volume of assessment completed

The volume of assessment completed is calculated in relation to all relevant assessment associated with the programme. On honours and integrated masters programmes any programme-specific weighting of the different years is ignored. E.g. on an honours programme where a student takes 120 credits in junior honours and in senior honours, if they have completed all the assessment in junior honours and half of all assessment associated with the senior honours year, they will have completed 75% of the volume of programme assessment. The fact that in calculating final classification the junior honours and senior honours years are weighted differently (e.g. 40 : 60) is irrelevant.

Grade point average

While the No Detriment policy has introduced rules to be applied to reflect disruption caused by the Covid-19 pandemic, normal principles relating to calculation of grade point averages still apply: the grade points associated with components of assessment reflect the credit weighting of the course and the weighting that the component carries for that course. E.g. A component of assessment carrying a 40% weighting on a 20 credit course, will be included in GPA calculations as (Component weighting x number of credits), that is, (0.4×20) .

Calculating the GPA for a full year is carried out by aggregating the grade points associated with overall course grades. In relation to GPAs being calculated for 2019-20, this position is varied by the No Detriment policy. The policy requires GPA to be calculated by using specific **components** of assessment:

- Baseline GPA is calculated by aggregating all components of assessment that have been completed by 15 March
- Final GPA is calculated by aggregating the baseline GPA and selected components of assessment that are completed after 15 March.

In other words, not all components of assessment associated with a course are always included in a calculation. Even where all components of assessment for a course are to be included in the GPA, they should be included in the aggregation as components and not as overall course grades. E.g. on a course with two components of assessment each weighted 50%, where one is graded A5 (18 grade points) and the other is graded C2 (13 grade points), if both components are to be included in the GPA they should be included as two components (0.5×18 and 0.5×13) rather than as an overall course (graded B2 carrying 16 grade points).

In some of the examples that follow some components of assessment are missing. This should be taken into account in the calculations in the usual way. For example, for a senior honours student where a component of assessment from junior honours has been missed with good cause and (unusually) there has been no opportunity to complete the assessment, that component of assessment is discarded entirely from the

calculation of GPA with the weighting carried by that year reduced accordingly. If an exam weighted 40% on a 20 credit course was missed with good cause, in GPA calculations the full weighting of junior honours assessment would be reduced as follows:

$1.00 - [(0.4 \times 20)/120] = 0.93$, that is to 93%.

Where an assessment has been missed without good cause, in calculating the GPA that assessment is still included in the amount of assessment taken but with an H grade which equates to 0 grade points for the component.

List of Examples

Example 1 – Senior Honours student, all senior honours courses equally weighted, all assessment components completed, weighting applied in the calculation of final degree classification: JH 40% SH 60%. More than 65% of assessment completed by 15 March

Example 2 – Senior Honours student, all senior honours courses equally weighted, weighting applied in the calculation of final degree classification: JH 50% SH 50%, some assessment components missing. Less than 65% of assessment completed by 15 March

Example 3 – Senior Honours student, all senior honours courses equally weighted, weighting applied in the calculation of final degree classification: JH 50% SH 50%, some assessment components missing. Less than 65% of assessment completed by 15 March. After adding in component results after 15 March that are equal to or better than the baseline GPA there is still less than 65% of the assessment included.

Example 4 – Combined/Joint Honours student: all senior honours courses equally weighted, one assessment component missing with good cause, weighting applied in the calculation of final degree classification: JH 50% SH 50%. Less than 65% of assessment completed by 15 March. Joint degree Subject A and Subject B.

Example 5 – PGT programme, 120 credits of taught courses comprised of six 20 credit courses. More than 65% of assessment completed by 15 March.

Example 6 – PGT programme, 120 credits of taught courses comprised of five 20 credit courses and two 10 credit courses. Less than 65% of assessment completed by 15 March. Two components of assessment not submitted.

Example 7 – Ordinary/designated degree final year student. Year 3 curriculum consisting of three Level 3 20 credit courses and three Level 2 20 credit courses. Less than 65% of L3 assessment on 60 credits complete.

Example 8 – Ordinary/designated degree final year student – Year 3 curriculum consisting of six Level 3 20 credit courses. Less than 65% of L3 assessment on 60 credits complete.

Example 9 – Application of a penalty applied under the Code of Student Conduct for academic misconduct.

Example 1: Senior Honours student, all senior honours courses equally weighted, all assessment components completed, weighting applied in the calculation of final degree classification: JH 40% SH 60%. More than 65% of assessment completed by 15 March.

All junior honours assessment completed (120 credits: 6 x 20 credit courses): overall JH GPA is 14.9.

All six senior honours courses are worth 20 credits.

	Semester 1	Course grade	Semester 2 By 15 March 2020	Course grade	Component grade points to include in baseline GPA	Completed after 15 March, including April/May assessment diet
Junior honours					14.9 (assessment complete)	
Senior honours						
Course 1 20 credits	Essay (50%) B2 Essay (50%) C1	B3			16 (50% weighting) 14 (50% weighting)	
Course 2 20 credits	Seminar (30%) A5	NYA			18 (30% weighting)	Exam (70%) B2
Course 3 20 credits	Essay (30%) B3	NYA			15 (30% weighting)	Project (70%) C1
Course 4 20 credits			Project (60%) A5	NYA	18 (60% weighting)	Exam (40%) C3
Course 5 20 credits				NYA		Essay (60%) B1 Exam (40%) C1
Course 6 20 credits				NYA		Dissertation (100%) C1

NYA = not yet available

Volume of assessment completed by 15 March 2020

		Amount of programme assessment complete (%)
Junior honours		50.0
Senior honours		
Course 1	Essay (50%) Essay (50%)	8.3
Course 2	Seminar (30%)	2.5
Course 3	Essay (30%)	2.5
Course 4	Project (60%)	5.0
Course 5		
Course 6		
	Total	68.3

The assessment associated with each senior honours course represents 8.3% of the total honours assessment (20 credits for each course divided by 240 credits total). The weighting of each assessment within that 8.3% for each course can then be used to work out what has been completed of the programme assessment.

In this case, by 15 March 2020, the student **has completed 68.3%** of the assessment associated with the whole honours programme.

Baseline GPA

JH is weighted 40% and SH is weighted 60% in the calculation of final degree classification.

The baseline GPA includes assessments taken in both years. The junior honours GPA is calculated by aggregating course grades, as usual. The SH contribution to baseline GPA, however, is calculated from assessment components only, and no reference should be made to rounded course grades (e.g. where all assessment was completed in semester 1 and a final overall course grade is available).

Baseline GPA requires two things to be aggregated as follows:

1. GPA from JH

Example 1 gives a value of 14.9 that has been calculated by aggregating course results. (An unrounded value should be used, so this value can have more than one decimal place.)

2. GPA from components of SH assessment completed by 15 March

All assessment components (NOT course results) should be aggregated using the appropriate course and component weighting.

Example 1 shows the following components completed by 15 March:

Course 1 - Essay (50%) B2 (16 grade points)

Course 1 - Essay (50%) C1 (14)

Course 2 - Seminar (30%) A5 (18)

Course 3 - Essay (30%) B3 (15)

Course 4 - Project (60%) A5 (18)

Course 5 - no assessment completed yet

Course 6 - no assessment completed yet

All courses carry 20 credits. As the courses carry equal credit weighting, this is not shown here as being factored into the calculation.

$$\begin{aligned}\text{SH assessment components contributing to the baseline GPA} &= (\text{Essay Course 1} + \text{Essay Course 1} + \text{Seminar Course 2} + \text{Essay Course 3} + \\ &\quad \text{Project Course 4}) / \text{weighting of completed components} \\ &= [(16 \times 0.5) + (14 \times 0.5) + (18 \times 0.3) + (15 \times 0.3) + (18 \times 0.6)] / (0.5 + 0.5 + 0.3 + 0.3 \\ &\quad + 0.6) \\ &= 16.2273\end{aligned}$$

Baseline GPA aggregates **1.** and **2.**

In this case JH : SH was weighted 40 : 60.

The JH GPA contains 100% of the JH assessment i.e. (14.9 x 0.4)

The SH contribution to baseline GPA is based on only 36.6% of the total SH assessment. It is therefore re-weighted in the baseline calculation (16.2273 x 0.6 x 0.366)

$$\begin{aligned}\text{Baseline GPA} &= (\text{completed JH GPA} + \text{completed proportion of SH GPA}) / \text{proportion of honours assessment completed} \\ &= (14.9 \times 0.4) + (16.2273 \times 0.6 \times 0.366) / [0.4 + (0.6 \times 0.366)] \\ &= (5.96 + 3.5635) / 0.6196 \\ &= 15.3704 \text{ rounded to } \underline{\underline{15.4}}\end{aligned}$$

Final GPA

By 15 March the student had completed 68.3% of all honours assessment, i.e. more than 65% of the assessment required for the award, so in order to calculate final GPA, only results that are equal to or above the baseline GPA will be included, and any assessment results that are below the baseline GPA or are not taken will be disregarded.

Components completed after 15 March:

Course 1 - none

Course 2 - Exam (70%) B2 (16 grade points) – *Include in final GPA*

Course 3 - Project (70%) C1 (14) – *Disregard as < 15.4*

Course 4 - Exam (40%) C3 (12) – *Disregard as < 15.4*

Course 5 - Essay (60%) B1 (17) – *Include in final GPA*

Course 5 - Exam (40%) C1 (14) – *Disregard as < 15.4*

Course 6 - Dissertation (100%) C1 (14) – *Disregard as < 15.4*

The baseline GPA included the 36.6% of SH assessment that had been completed by 15 March. The two additional components to be included in the final GPA from the SH assessment completed after 15 March are weighted appropriately in the calculation:

Contribution of the additional components to be included in final GPA = (Course 2 Exam B2 (70%)) + (Course 5 Essay B1 (60%)) / weighting of additional components

$$= [(16 \times 0.7) + (17 \times 0.6)] / (0.7 + 0.6) \\ = 16.4615$$

Proportion of SH assessment represented by the additional components (from the 6 SH courses) = $(0.7 + 0.6) / 6$
= 0.2166

Recalculating baseline GPA to arrive at final GPA as follows:

Final GPA = (JH GPA + proportion of SH GPA in baseline GPA + included proportion of SH assessment completed after 15 March) / total proportion of included honours assessment

$$= [(14.9 \times 0.4) + (16.2273 \times 0.6 \times 0.366) + (16.4615 \times 0.6 \times 0.2166)] / [0.4 + (0.6 \times 0.366) + (0.6 \times 0.2166)] \\ = (5.96 + 3.5635 + 2.1393) / 0.4 + 0.2196 + 0.1300 \\ = 11.6628 / 0.7496 \\ = 15.5587 \text{ rounded to } \mathbf{15.6}$$

Notes

1. Integrated masters students

The same approach should be applied but there will be a GPA from both year 3 and year 4 to be included in the baseline GPA.

2. Option for final honours/integrated masters students to resit the full April/May exam diet.

The No Detriment policy offers students who are eligible to graduate the option of resitting the entire April/May exam diet. (See Appendix 2 of the No Detriment policy for further information on this.) In Example 1 this would mean that the student would resit the exams for courses 2, 4 and 5. The final GPA would then be recalculated with reference to the results obtained in these exams. The results from the same exams taken in April/May would not be taken into account.

In Example 1 the result from the course 2 exam, B2, was included in the final GPA as it was better than the baseline GPA of 15.4. If in the August diet the student achieved a C1 in the exam that result would be disregarded and the B2 achieved at the April/May diet would **not** be reinstated. Conversely, while neither of the other two exam results from the April/May diet was included in the final GPA because they were below the baseline GPA, if in August either or both results are better than the baseline value of 15.4 they would be included in the final GPA.

3. Continuing honours and integrated masters students

No interim baseline GPA should be calculated for the components of assessment completed by 15 March: the overall baseline value will incorporate assessment results from senior honours that are deemed not to have been affected by the Covid pandemic. Details of this will follow when known. Until the overall baseline GPA is established it will not be possible to identify those assessments from the Covid period that will be disregarded from the final GPA.

Example 2: Senior Honours student, all senior honours courses equally weighted, weighting applied in the calculation of final degree classification: JH 50% SH 50%, some assessment components missing – less than 65% of assessment completed by 15 March.

Junior honours assessment completed (120 credits: 6 x 20 credit courses) except two items not submitted: one essay worth 50% of the course assessment without good cause and one exam worth 75% of the course assessment with good cause accepted. Overall JH GPA is 14.9, with one course recoded as CW and one as MV.

All six senior honours courses are worth 20 credits. One essay from semester 1 missed through Good Cause (Course 1).

	Semester 1	Course grade	Semester 2 By 15 March 2020	Course grade	Component grade points to include in baseline GPA	Completed after 15 March, including April/May assessment diet
Junior honours					14.9 (but assessment incomplete)	
Senior honours						
Course 1 20 credits	Essay (50%) Good Cause; Essay (50%) C1	MV			14 (50% component)	
Course 2 20 credits	Seminar (30%) A5	NYA			18 (30% component)	Exam (70%) B2
Course 3 20 credits	Essay (30%) B3	NYA			15 (30% component)	Project (70%) B2
Course 4 20 credits			Project (60%) A5	NYA	18 (60% component)	Exam (40%) C3
Course 5 20 credits						Essay (60%) B1 Exam (40%) C1
Course 6 20 credits						Dissertation (100%) C1

NYA = not yet available

Volume of assessment completed by 15 March 2020

		Amount of programme assessment complete (%)
Junior honours (Six 20 credit courses) 2 components missing: 50% essay (CW) 75% exam (MV)		39.6
Senior honours		
Course 1	Essay (50%)	4.2
Course 2	Seminar (30%)	2.5
Course 3	Essay (30%)	2.5
Course 4	Project (60%)	5.0
Course 5		
Course 6		
	Total	53.8

The two missing components of assessment reduce the proportion of programme assessment completed for junior honours from 50% to 39.6% (as a 50% weighted component and a 75% weighted component are missing respectively of 20 credit courses – each worth 8.3% of the programme – meaning that 10.4% of the programme assessment has not been completed in this year).

The assessment associated with each senior honours course represents 8.3% of the total honours assessment (20 credits for each course divided by 240 credits total). One essay has been missed through Good Cause.

In this case, by 15 March 2020, the student **has completed 53.8%** of the assessment associated with the whole honours programme.

Baseline GPA

JH and SH are equally weighted in the calculation of final degree classification.

The baseline GPA includes assessments taken in both years. The junior honours GPA is calculated by aggregating course grades, as usual. The SH contribution to baseline GPA, however, is calculated from assessment components only, and no reference should be made to rounded course grades. Baseline GPA requires two things to be aggregated:

1. GPA from JH

Example 2 gives a value of 14.9 that has been calculated by aggregating course results. (An unrounded value should be used, so this value might have more than one decimal place.)

Note for the purposes of calculating baseline GPA the 50% weighted essay (missed without good cause) is treated as a completed component of assessment for which a zero is included in the aggregation.

The weighting carried by the JH year should, however, be reduced in relation to the exam that was missed with good cause (weighted at 75% of one of the six JH courses).

Proportion of JH assessment 'completed' for the purposes of calculation of GPA = $50 - [(0.75 \times 1/6) \times 50] = 43.8$

In other words, instead of representing 50% of the programme GPA, completed junior honours assessment now carries a weighting of 43.8%.

2. GPA from components of SH assessment completed by 15 March

All assessment components (NOT course results) should be aggregated using the appropriate course and component weighting.

Example 2 shows the following components completed by 15 March:

Course 1 - Essay (50%) C1 (14 grade points)

Course 2 - Seminar (30%) A5 (18)

Course 3 - Essay (30%) B3 (15)

Course 4 - Project (60%) A5 (18)

Course 5 - no assessment completed yet

Course 6 - no assessment completed yet

A second essay on Course 1 scheduled by 15 March was missed with good cause accepted.

All courses carry 20 credits. As the courses carry equal credit weighting, this is not shown here as being factored into the calculation:

SH assessment components contributing to the baseline GPA = (Essay Course 1 + Seminar Course 2 + Essay Course 3 + Project Course 4) /
weighting of completed components
= $[(14 \times 0.5) + (18 \times 0.3) + (15 \times 0.3) + (18 \times 0.6)] / (0.5 + 0.3 + 0.3 + 0.6)$
= 16.2941

Proportion of SH assessment represented by SH assessment components contributing to the baseline GPA
= $(0.5 + 0.3 + 0.3 + 0.6) / 6$
= 0.283, or 28.3%

Baseline GPA aggregates **1.** and **2.**
In this case JH : SH was weighted 50 : 50

The JH GPA is based on 43.8% of the total JH assessment (14.9×0.438)
The SH contribution to baseline GPA is based on only 28.3% of the total SH assessment. It is therefore weighted in the baseline calculation ($16.2941 \times 0.283 \times 0.5$)

Baseline GPA = JH GPA + proportion of SH GPA
= $(14.9 \times 0.438) + (16.2941 \times 0.283 \times 0.5) / [0.438 + (0.283 \times 0.5)]$
= $(6.5262 + 2.3056) / 0.5795$
= 15.2403 rounded to **15.2**

Final GPA

By 15 March the student had completed 53.8% of all honours assessment, i.e. less than 65% of the assessment required for the award, so in order to calculate final GPA, assessment results that are equal to or above the baseline GPA will be included. If this still leaves less than 65% completed, further assessment results, starting with the best must be included in the final GPA.

Components completed after 15 March:

Course 1 - none

Course 2 - Exam (70%) B2 (16 grade points) – *Include in final GPA*

Course 3 - Project (70%) B2 (16) – *Include in final GPA*

Course 4 - Exam (40%) C3 (12) – *Disregard as < 15.2*

Course 5 - Essay (60%) B1 (17) – *Include in final GPA* ; Exam (40%) C1 (14) – *Disregard as < 15.2*

Course 6 - Dissertation (100%) C1 (14) – *Disregard as < 15.2*

The baseline GPA included the 28.3% of SH assessment that had been completed by 15 March. The three additional components to be included in the final GPA from the SH assessment completed after 15 March are weighted appropriately in the calculation:

Contribution of the additional components to be included in final GPA = (Course 2 exam B2 (70%)) + (Course 3 project B2 (70%)) + (Course 5 essay B1 (60%)) / weighting of additional included components

$$= [(16 \times 0.7) + (16 \times 0.7) + (17 \times 0.6)] / (0.7 + 0.7 + 0.6) \\ = 16.3$$

Proportion of SH assessment represented by the additional included components = $(0.7 + 0.7 + 0.6) / 6$
= 0.3333

This brings the total amount of assessment included in the GPA to $53.8\% + (0.5 \times 33.3\%) = 70.5\%$. This means that the minimum of 65% of taught course assessment is included and gives a final taught courses GPA.

Recalculating baseline GPA to arrive at final GPA as follows:

Final GPA = (JH GPA + proportion of SH GPA in baseline GPA + included proportion of SH assessment completed after 15 March) / total proportion of included honours assessment

$$= (14.9 \times 0.438) + ((16.2941 \times 0.283 \times 0.5) + (16.3 \times 0.333 \times 0.5)) / [0.438 + (0.283 \times 0.5) + (0.333 \times 0.5)] \\ = (6.5262 + 2.3056 + 2.714) / (0.438 + 0.142 + 0.167) \\ = 11.5458 / 0.747 \\ = 15.4562 \text{ rounded to } \mathbf{15.5}$$

Example 3: Senior Honours student, all senior honours courses equally weighted, weighting applied in the calculation of final degree classification: JH 50% SH 50%, some assessment components missing – less than 65% of assessment completed by 15 March.

After adding in component results after 15 March that are equal to or better than the baseline GPA there is still less than 65% of the assessment included.

Junior honours assessment completed (120 credits: 6 x 20 credit courses) except two items not submitted: one essay worth 50% of the course assessment without good cause (CW) and one exam worth 75% of the course assessment with good cause accepted (MV). The JH GPA is 14.9.

All six senior honours courses are worth 20 credits. One essay from semester 1 missed through Good Cause (Course 1).

	Semester 1	Course grade	Semester 2 By 15 March 2020	Course grade	Component grade points to include in baseline GPA	Completed after 15 March, including April/May assessment diet
Junior honours					14.9 (but assessment incomplete)	
Senior honours						
Course 1 20 credits	Essay (50%) Good Cause; Essay (50%) C1	MV			14 (50% component)	
Course 2 20 credits	Seminar (30%) A5	NYA			18 (30% component)	Exam (70%) D2
Course 3 20 credits	Essay (30%) B3	NYA			15 (30% component)	Project (70%) B2
Course 4 20 credits			Project (60%) A5	NYA	18 (60% component)	Exam (40%) C2
Course 5 20 credits						Essay (50%) B1 Exam (50%) C2
Course 6 20 credits						Dissertation (100%) C1

NYA = not yet available

Volume of assessment completed by 15 March 2020

		Amount of programme assessment complete (%)
Junior honours (Six 20 credit courses)		39.6
2 components missing: 50% essay (CW) 75% exam (MV)		
Senior honours		
Course 1	Essay (50%)	4.2
Course 2	Seminar (30%)	2.5
Course 3	Essay (30%)	2.5
Course 4	Project (60%)	5.0
Course 5		
Course 6		
	Total	53.8

The two missing components of assessment reduce the proportion of programme assessment completed for junior honours from 50% to 39.6% (as a 50% weighted component and a 75% weighted component are missing respectively of 20 credit courses – each worth 8.3% of the programme – means that 10.4% of the programme assessment has not been completed in this year).

The assessment associated with each senior honours course represents 8.3% of the total honours assessment (20 credits for each course divided by 240 credits total). One essay has been missed through Good Cause.

In this case, by 15 March 2020, the student **has completed 53.8%** of the assessment associated with the whole honours programme.

Baseline GPA

JH and SH are equally weighted in calculation of final degree classification.

The baseline GPA includes assessments taken in both years. The junior honours GPA is calculated by aggregating course grades, as usual. The SH contribution to baseline GPA, however, is calculated from assessment components only, and no reference should be made to rounded course grades. Baseline GPA requires two things to be aggregated:

1. GPA from JH

Example 3 gives a value of 14.9 that has been calculated by aggregating course results. (An unrounded value should be used, so this value might have more than one decimal place.)

Note for the purposes of calculating baseline GPA the 50% weighted essay (missed without good cause) is treated as a completed component of assessment for which a zero is included in the aggregation.

The weighting carried by the JH year should, however, be reduced in relation to the exam that was missed with good cause (weighted at 75% of one of the six JH courses).

Proportion of JH assessment 'completed' for the purposes of calculation of GPA = $50 - [(0.75 \times 1/6) \times 50] = 43.8$

In other words, instead of representing 50% of the programme GPA, completed junior honours assessment now carries a weighting of 43.8%.

2. GPA from components of SH assessment completed by 15 March

All assessment components (NOT course results) should be aggregated using the appropriate course and component weighting.

Example 2 shows the following components completed by 15 March:

Course 1 - Essay (50%) C1 (14 grade points)

Course 2 - Seminar (30%) A5 (18)

Course 3 - Essay (30%) B3 (15)

Course 4 - Project (60%) A5 (18)

Course 5 - no assessment completed yet

Course 6 - no assessment completed yet

A second essay on Course 1 scheduled by 15 March was missed with good cause accepted.

All courses carry 20 credits. As the courses carry equal credit weighting, this does not need to be factored into the calculation:

SH assessment components contributing to the baseline GPA = (Essay Course 1 + Seminar Course 2 + Essay Course 3 + Project Course 4) /
weighting of included components
= $[(14 \times 0.5) + (18 \times 0.3) + (15 \times 0.3) + (18 \times 0.6)] / (0.5 + 0.3 + 0.3 + 0.6)$
= 16.2941

Proportion of SH assessment represented by SH assessment components contributing to the baseline GPA
= $(0.5 + 0.3 + 0.3 + 0.6) / 6$
= 0.283, or 28.3%

Baseline GPA aggregates **1.** and **2.**
In this case JH : SH was weighted 50 : 50

The JH GPA is based on 43.8% of the total JH assessment (14.9×0.438)
The SH contribution to baseline GPA is based on only 28.3% of the total SH assessment. It is therefore weighted in the baseline calculation ($16.2941 \times 0.283 \times 0.5$)

Baseline GPA = JH GPA + proportion of SH GPA
= $(14.9 \times 0.438) + (16.2941 \times 0.283 \times 0.5) / [0.438 + (0.283 \times 0.5)]$
= $(6.5262 + 2.3056) / 0.5795$
= 15.2403 rounded to **15.2**

Final GPA

By 15 March the student had completed 53.8% of all honours assessment, i.e. less than the 65% of assessment required for the award so in order to calculate final GPA, assessment results that are equal to or above the baseline GPA will be included. If this still leaves less than 65% completed, further assessment results, starting with the best must be included in the final GPA.

Components completed after 15 March:

Course 1 - none
Course 2 - Exam (70%) D2 (10 grade points)
Course 3 - Project (70%) B2 (16) – *Include in final GPA*
Course 4 - Exam (40%) C2 (13)
Course 5 - Essay (50%) B1 (17) – *Include in final GPA* ; Exam (50%) C2 (13)
Course 6 - Dissertation (100%) C1 (14)

There are two components of assessment completed after 15 March where the result is equal to or greater than the baseline GPA, that is the Course 3 project (70% weighting), graded B2 (16) and the Course 5 essay (50% weighting), graded at B1 (17). These will be included in the final GPA weighted appropriately in the calculation:

Contribution of the additional components to be included in final GPA = (Course 3 project B2 (70%)) + (Course 5 essay B1 (50%)) / weighting of additional included components

$$\begin{aligned} &= [(16 \times 0.7) + (17 \times 0.5)] / (0.7 + 0.5) \\ &= 19.7 / 1.2 \\ &= 16.4167 \end{aligned}$$

Course 3 project and Course 5 essay represent $(0.7 + 0.5) / 6 = 0.2$, i.e. 20% of SH assessment.

Each course represents 8.3% of total honours assessment. Including the Course 3 project and the Course 5 essay, the total proportion of assessment included in the GPA is:

$$\begin{aligned} &= \text{Amount of assessment completed by 15 March} + \text{Course 3 project} + \text{Course 5 essay} \\ &= 53.8 + (0.7 \times 8.3) + (0.5 \times 8.3) \\ &= 63.8\% \end{aligned}$$

As there are no remaining completed components where the result is equal to or greater than baseline GPA, the next best results must be included until the 65% threshold has been met.

A minimum of 1.2% of the assessment must still be added (that is, $65 - 63.8\%$).

Each course represents 8.3% of the total honours assessment. The smallest remaining component is Course 4 exam, weighted 40%. This would add $(0.4 \times 8.3) = 3.3\%$ to the amount of assessment included in the GPA, bringing the total above the 65% threshold. Therefore adding to the final GPA any of the remaining results will mean that the 65% minimum level is achieved. As these results are all below the baseline GPA, their inclusion will act to reduce the final GPA. The 'best' result will not necessarily be the component for which the highest grade was achieved. In this case the dissertation received the next highest grade, C1, but it carries a 100% weighting. This will have a greater negative impact on the final GPA than a less heavily weighted component with only a slightly lower result. This is illustrated in the following:

Course 4 exam is weighted 40%, graded C2. This represents $0.4 / 6 = 0.0667$, i.e. 6.7% of SH assessment.

Course 6 dissertation is weighted 100%, graded C1. This represents $1 / 6 = 0.1667$, i.e. 16.7% of SH assessment.

Final GPA	= JH GPA	+ proportion of SH GPA in baseline	+ proportion of SH assessment completed after 15 March >= baseline	+ proportion of SH assessment completed after 15 March < baseline	/	Weighting of all included assessment
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Adding in Course 4 – Exam (40%) C2 (13)

= (14 .9 x 0.438)	+ (16.2941 x 0.283 x 0.5)	+ (16.4167 x 0.2 x 0.5)	+ (13 x 0.067 x 0.5)	/	0.438 + (0.283 x 0.5) + (0.2 x 0.5) + (0.067 x 0.5)
= 6.5262	+ 2.3056	+ 1.6417	+ 0.4355	/	0.713
= 10.909 / 0.713					
= 15.3001 rounded to 15.3					

Adding in Course 6 – Dissertation (100%) C1 (14) in place of Course 4 Exam

= (14 .9 x 0.438)	+ (16.2941 x 0.283 x 0.5)	+ (16.4167 x 0.2 x 0.5)	+ (14 x 0.167 x 0.5)	/	(0.438 + (0.283 x 0.5) + (0.2 x 0.5) + (0.167 x 0.5)
= 6.5262	+ 2.3056	+ 1.6417	+ 1.169	/	0.763
11.6425 / 0.763					
15.2588 rounded to 15.3					

The difference between the two final GPAs is very small (and in this case is eliminated by rounding) but including the smaller component (Course 4 exam) produces the higher value.

Example 4: combined/joint honours: senior honours student, all senior honours courses equally weighted, one assessment component missing with good cause. Weighting applied in the calculation of final degree classification: Subject A: JH 40% SH 60%; weighting applied in Subject B JH 50% SH 50%. More than 65% of assessment already completed by 15 March.

All junior honours assessment completed (120 credits)

Subject A: 60 credits with a GPA of 13.25 – weighted 40% of subject A for honours classification

Subject B: 60 credits with a GPA of 16.5 – weighted 50% of subject B for honours classification

All six senior honours courses are worth 20 credits.

	Semester 1	Course grade	Semester 2 By 15 March 2020	Course grade	Grade points to include in baseline GPA	Completed after 15 March, including April/May assessment diet
Junior honours						
Subject A 13.25						
Subject B 16.5						
Senior honours						
Subject A						
Course 1	Essay (50%) B2 (16)	NYA				Exam (50%) C1 (14)
Course 2	Project (100%) B3 (15)	B3				
Course 3	Essay (50%) missed with good cause (MV)					Exam (50%) D3 (9)
Subject B						
Course 4			Essay (50%) C2 (13)			Essay (50%) B1 (17)
Course 5						Exam (100%) D1 (11)
Course 6						Dissertation (100%) C1 (14)

Baseline GPA

A combined baseline GPA for subject A and subject B will comprise the following:

- Subject A junior honours GPA weighted at 40% for the subject
- Subject A senior honours assessment completed by 15 March, weighted at the appropriate proportion of 60% for the subject
- Subject B junior honours GPA weighted at 50% for the subject
- Subject B senior honours assessment completed by 15 March, weighted at the appropriate proportion of 50% for the subject.

Subject A junior honours GPA = 13.25 (60 credits) weighted at 40% of subject A

The contribution to baseline GPA will be GPA x proportion of subject A honours assessment x classification weighting
= $13.25 \times 0.5 \times 0.4$
= 2.65

Subject A senior honours assessment completed by 15 March

All assessment components (NOT course results) should be aggregated using the appropriate course and component weighting.

Example 4 shows the following components completed by 15 March:

Course 1 - Essay (50%) B2 (16 grade points)

Course 2 - Project (100%) B3 (15)

Course 3 - none (Essay missed with good cause accepted)

All courses carry 20 credits. As the courses carry equal credit weighting, this is not shown here as factored into the calculation:

Subject A SH assessment components contributing to the baseline GPA = (Essay Course 1 + Project Course 2) / weighting of included components
= $[(16 \times 0.5) + (15 \times 1.0)] / (0.5 + 1.0)$
= 15.3333

The proportion of Subject A SH assessment (3 courses) completed by 15 March = $1.5 / 3$
= 0.5

The Subject A SH contribution to baseline GPA will be GPA x proportion of subject A honours assessment x classification weighting
= $15.3333 \times 0.5 \times 0.5 \times 0.6$
= 2.3

Subject B junior honours GPA = 16.5 (60 credits) weighted at 50% for subject B

The contribution to baseline GPA will be GPA x proportion of subject B honours assessment x classification weighting
= $16.5 \times 0.5 \times 0.5$
= 4.125

Subject B senior honours assessment completed by 15 March

All assessment components (NOT course results) should be aggregated using the appropriate course and component weighting.

Example 4 shows the following components completed by 15 March:

Course 4 - Essay (50%) C2 (13)

Course 5 - no assessment completed yet

Course 6 - no assessment completed yet

All courses carry 20 credits. As the courses carry equal credit weighting, this is not shown here as factored into the calculation:

Subject B SH assessment component contributing to the baseline GPA = (Essay Course 4) / weighting of included component
= $(13 \times 0.5) / 0.5$
= 13

The proportion of Subject B SH assessment (3 courses) completed by 15 March = $0.5 / 3$
= 0.1667, i.e. 16.7%

The Subject B SH contribution to baseline GPA will be GPA x proportion of subject B honours assessment x classification weighting
= $13 \times 0.5 \times 0.1667 \times 0.5$
= 0.5418

Combined baseline GPA for subject A and subject B is therefore:

	GPA	Weighted proportion of honours assessment	Grade points for combined baseline GPA
Subject A junior honours GPA (weighted at 40% for the subject)	13.25	$0.5 \times 0.4 = 0.2$	2.65
Subject A senior honours assessment completed by 15 March (weighted at the appropriate proportion of 60% for the subject)	15.3333	$0.5 \times (0.5 \times 0.6) = 0.15$	2.3
Subject B junior honours GPA (weighted at 50% for the subject)	16.5	$0.5 \times 0.5 = 0.25$	4.125
Subject B senior honours assessment completed by 15 March (weighted at the appropriate proportion of 50% for the subject)	13	$0.5 \times (0.1667 \times 0.5) = 0.041675$	0.5418
Total		0.641675	9.6168
Combined baseline GPA = total grade points / weighted proportion of included honours assessment			
	9.6168	/ $(0.5 \times 0.4) + (0.5 \times 0.5 \times 0.6) + (0.5 \times 0.5) + (0.1667 \times 0.5 \times 0.5)$	
	14.987, rounded to 15.0		

Final combined GPA

In order to calculate the final combined GPA, all components of assessment completed after 15 March where the result is equal to or greater than the combined baseline GPA should be included.

Components completed after 15 March:

Course 1 - Exam (50%) C1 (14 grade points) – *Disregard as <15.0*

Course 2 - None

Course 3 - Exam (50%) D3 (9) – *Disregard as <15.0*

Course 4 - Essay (50%) B1 (17) – *Include in final GPA*

Course 5 - Exam (100%) D1 (11) – *Disregard as <15.0*

Course 6 - Dissertation (100%) C1 (14) – *Disregard as <15.0*

There is only one additional component (from subject B) to be included in the final GPA from the SH assessment completed after 15 March. This needs to be weighted appropriately in the calculation:

$$\begin{aligned} \text{Contribution of the additional component to be included in final combined GPA} &= (\text{Course 4 Exam}) / \text{weighting of component} \\ &= 17 \times 0.5 / 0.5 \\ &= 17 \end{aligned}$$

$$\begin{aligned} \text{The proportion of Subject B SH assessment represented by the additional component} &= 0.5 / 3 \\ &= 0.1667 \end{aligned}$$

Recalculating combined baseline GPA to arrive at final GPA as follows (additional component of assessment shown in bold):

	GPA	Weighted proportion of honours assessment	Grade points
Subject A junior honours GPA (weighted at 40% for the subject)	13.25	$x 0.5 \times 0.4$	2.65
Subject A senior honours assessment completed by 15 March (weighted at the appropriate proportion of 60% for the subject)	15.3333	$x 0.5 \times (0.5 \times 0.6)$	2.3
Subject B junior honours GPA (weighted at 50% for the subject)	16.5	0.5×0.5	4.125
Subject B senior honours assessment completed by 15 March (weighted at the appropriate proportion of 50% for the subject)	13	$0.5 \times (0.1667 \times 0.5)$	0.5418
Additional assessment completed after 15 March: Course 4 Essay (Subject B)	17	$0.5 \times (0.1667 \times 0.5)$	0.7085
		Total	10.3253
Combined final GPA	=	total grade points / weighted proportion of included honours assessment	
		$10.3253 / ((0.5 \times 0.4) + (0.5 \times 0.5 \times 0.6) + (0.5 \times 0.5) + (0.5 \times 0.1667 \times 0.5) + \mathbf{(0.5 \times 0.1667 \times 0.5)})$	
		15.1098, rounded to 15.1	

Example 5: PGT programme, 120 credits of taught courses comprised of six 20 credit courses. More than 65% of assessment completed by 15 March.

A PGT programme consisting of six 20 credit taught courses and a 60 credit independent work (project or dissertation). Proportion of completed assessment relates only to the amount of assessment completed across the taught courses. The independent work must also be submitted.

	Semester 1	Course grade	Semester 2 By 15 March 2020	Course grade	Component grade points to include in baseline GPA	Completed after 15 March, including April/May assessment diet
Taught courses						
Course 1 20 credits	Essay (50%) B2; Essay (50%) C1	B3			16 (50% weighting) 14 (50% weighting)	
Course 2 20 credits	Seminar (40%) A5	NYA			18 (40% component)	Exam (60%) B2
Course 3 20 credits	Essay (30%) B3; Project (70%) D1	C3			15 (30% weighting) 11 (70% weighting)	
Course 4 20 credits			Project (70%) A5	NYA	18 (70% component)	Exam (30%) C3
Course 5 20 credits			Essay (60%) B3	NYA		Exam (40%) C1
Course 6 20 credits			Literature review (50%) C3 Essay (50%) B2	C1	12 (50% weighting) 16 (50% weighting)	

NYA = not yet available

Volume of assessment completed by 15 March 2020

		Amount of taught course assessment complete across the programme (%)
Course 1	Essay (50%) Essay (50%)	16.7
Course 2	Seminar (40%)	6.7
Course 3	Essay (30%) Project (70%)	16.7
Course 4	Project (70%)	11.7
Course 5	Essay (60%)	10.0
Course 6	Literature review (50%) C3 Essay (50%) B2	16.7
	Total	78.5

The assessment associated with each taught course represents 16.7% of the total taught course assessment (20 credits for each course divided by 120 taught credits total). The weighting of each assessment within that 16.7% for each course can then be used to work out what has been completed of the programme assessment.

In this case, by 15 March 2020, the student has completed 78.5% of the assessment associated with the taught courses.

Baseline taught courses GPA

PGT programme where all courses equally weighted

The baseline taught courses GPA is calculated from assessment components. No reference should be made to rounded course grades (e.g. where all assessment was completed in semester 1 and a final overall course grade is available).

Student's baseline taught courses GPA is calculated aggregating components of assessment completed by 15 March. All assessment components should be aggregated using the appropriate component weighting.

Example 5 shows the following components completed by 15 March:

- Course 1 - Essay (50%) B2 (16 grade points)
- Course 1 - Essay (50%) C1 (14)
- Course 2 - Seminar (40%) A5 (18)
- Course 3 - Essay (30%) B3 (15)
- Course 3 - Project (70%) D1 (11)
- Course 4 - Project (70%) A5 (18)
- Course 5 - Essay (60%) B3 (15)
- Course 6 - Literature review (50%) C3 (12)
- Course 6 - Essay (50%) B2 (16)

All courses carry 20 credits. As the courses carry equal credit weighting, this is not shown here as being factored into the calculation:

$$\begin{aligned} \text{Baseline taught courses GPA} &= (\text{Essay Course 1} + \text{Essay Course 1} + \text{Seminar Course 2} + \text{Essay Course 3} + \text{Project Course 3} + \text{Project} \\ &\text{Course 4} + \text{Essay Course 5} + \text{Literature review Course 6} + \text{Essay course 6}) / \text{weighting of completed components} \\ &= [(16 \times 0.5) + (14 \times 0.5) + (18 \times 0.4) + (15 \times 0.3) + (11 \times 0.7) + (18 \times 0.7) + (15 \times 0.6) + (12 \times 0.5) + (16 \times 0.5)] / (0.5 + 0.5 + 0.4 + 0.3 + 0.7 + \\ &0.7 + 0.6 + 0.5 + 0.5) \\ &= 14.8936 = \mathbf{14.9} \text{ to 1 decimal place} \end{aligned}$$

Final taught courses GPA

By 15 March the student had completed 78.5% of all taught course assessment, i.e. more than 65% of the taught assessment required for the award so in order to calculate final taught courses GPA, assessment results that are equal to or above the baseline GPA will be included, and any assessment results that are below the baseline GPA or are not taken will be disregarded.

Components completed after 15 March:

- Course 1 - none
- Course 2 - Exam (60%) B2 (16 grade points) – *Include in final GPA*
- Course 3 - none
- Course 4 - Exam (30%) C3 (12) – *Disregard as < 14.9*
- Course 5 - Exam (40%) C1 (14) – *Disregard as < 14.9*
- Course 6 - none

Recalculating Baseline GPA to arrive at final GPA as follows:

Final taught courses GPA = (Components included in baseline GPA + additional components included after 15 March) / total proportion of included assessment.

$$\begin{aligned} &= [(16 \times 0.5) + (14 \times 0.5) + (18 \times 0.4) + (15 \times 0.3) + (11 \times 0.7) + (18 \times 0.7) + (15 \times 0.6) + (12 \times 0.5) + (16 \times 0.5) + \mathbf{(16 \times 0.6)}] / (0.5 \\ &+ 0.5 + 0.4 + 0.3 + 0.7 + 0.7 + 0.6 + 0.5 + 0.5 + \mathbf{0.6}) \\ &= 15.0189 \text{ rounded to } \mathbf{15.0} \end{aligned}$$

Example 6: PGT programme, 120 credits of taught courses comprised of five 20 credit courses and two 10 credit courses – less than 65% of assessment completed by 15 March. Two components of assessment not submitted.

A PGT programme consisting of 120 credits of taught courses and a 60 credit independent work (project or dissertation). Proportion of completed assessment relates only to the amount of assessment completed across the taught courses. The independent work must also be submitted.

One essay was not submitted in semester 1 with Good Cause accepted; one essay was not submitted in semester 2 but without Good Cause.

	Semester 1	Course grade	Semester 2 By 15 March 2020	Course grade	Component grade points to include in baseline GPA	Completed after 15 March, including April/May assessment diet
Taught courses						
Course 1 20 credits	Essay (50%) MV; Essay (50%) C1	MV			14 (50% component)	
Course 2 20 credits	Seminar (40%) A5	NYA			18 (40% component)	Exam (60%) B2
Course 3 20 credits	Essay (30%) B3; Project (70%) D1	C3			15 (30% component) 11 (70% component)	
Course 4 20 credits			Project (70%) A5	NYA	18 (70% component)	Exam (30%) C3
Course 5 10 credits			Essay (60%) CW	NYA	0 (60% component)	Exam (40%) C1
Course 6 10 credits			Test (25%) C3	NYA	12 (25% component)	Exam (75%) D1
Course 7 20 credits			Literature review (50%) C3 Essay (50%) B2	C1	12 (50% weighting) 16 (50% weighting)	

NYA = not yet available CW = not submitted, no Good Cause

MV = not submitted with Good Cause

Volume of assessment completed by 15 March 2020

	Completed components of assessment	Proportion of taught course assessment represented by the course (%)	Amount of taught course assessment complete across the programme (%)
Course 1 20 credits	Essay (50%)	16.7	$16.7 \times 0.5 = 8.4$
Course 2 20 credits	Seminar (40%)	16.7	$16.7 \times 0.4 = 6.7$
Course 3 20 credits	Essay (30%) Project (70%)	16.7	$16.7 \times 1.0 = 16.7$
Course 4 20 credits	Project (70%)	16.7	$16.7 \times 0.7 = 11.7$
Course 5 10 credits		8.3	0.0
Course 6 10 credits	Test (25%)	8.3	$8.3 \times 0.25 = 2.08$
Course 7 20 credits	Literature review (50%) C3 Essay (50%) B2	16.7	$16.7 \times 1.0 = 16.7$
		Total	62.3

In this case, by 15 March 2020, the student has completed 62.3% of the assessment.

Baseline taught courses GPA

PGT programme where courses are not all equally weighted.

The baseline taught courses GPA is calculated from assessment components. No reference should be made to rounded course grades (e.g. where all assessment was completed in semester 1 and a final overall course grade is available).

Student's baseline taught courses GPA is calculated aggregating components of assessment completed by 15 March. All assessment components should be aggregated using the appropriate component weighting and course credit weighting.

Example 4 shows the following components completed by 15 March:

- Course 1 (20 credit course) - Essay (50%) C1 (14 grade points)
- Course 2 (20 credit course) - Seminar (40%) A5 (18)
- Course 3 (20 credit course) - Essay (30%) B3 (15); Project (70%) D1 (11)
- Course 4 (20 credit course) - Project (70%) A5 (18)
- Course 5 (10 credit course) - Essay (60%) H (0)
- Course 6 (10 credit courses) - Test (25%) C3 (12)
- Course 7 (20 credit course) - Literature review (50%) C3 (12); Essay (50%) B2 (16)

The 60% weighted essay for Course 5 was not submitted, without good cause. The baseline GPA will include zero grade points (grade H) weighted appropriately.

Components contributing to the taught courses GPA baseline:

Course / component	Component result	Grade points	Weighting (Component x course credits)	Grade points
Course 1 Essay	C1	14	0.5 x 20	140
Course 2 Seminar	A5	18	0.4 x 20	144
Course 3 Essay	B3	15	0.3 x 20	90
Course 3 Project	D1	11	0.7 x 20	154
Course 4 Project	A5	18	0.7 x 20	252
Course 5 Essay	H	0	0.6 x 10	0
Course 6 Test	C3	12	0.25 x 10	30
Course 7 Literature review	C3	12	0.5 x 20	120
Course 7 Essay	B2	16	0.5 x 20	160
Totals			80.5	1090

$$\begin{aligned}
 \text{Baseline GPA} &= \text{Grade points} / \text{weighted components} \\
 &= 1090 / 80.5 \\
 &= 13.5404 \text{ rounded to } \mathbf{13.5}
 \end{aligned}$$

Final taught courses GPA

By 15 March the student had completed 62.3% of all taught course assessment, i.e. less than the 65% of the assessment required for the award, so in order to calculate final taught courses GPA, assessment results that are equal to or above the baseline taught courses GPA will be included. If this still leaves less than 65% completed, further assessment results, starting with the best must be included in the final taught courses GPA.

Components completed after 15 March:

Course 1 (20 credit course) - none

Course 2 (20 credit course) - Exam (60%) B2 (16 grade points) – *Include in final GPA*

Course 3 (20 credit course) - none

Course 4 (20 credit course) - Exam (30%) C3 (12) – *Disregard as < 13.5*

Course 5 (10 credit course) - Exam (40%) C1 (14) – *Include in final GPA*

Course 6 (10 credit course) - Exam (75%) D1 (11) – *Disregard as < 13.5*

Course 7 (20 credit course) - none

Assessment components to be included in final taught courses GPA: Course 2 exam and Course 5 exam. This brings the total amount of assessment included in the GPA to $62.3\% + (0.6 \times 16.7\%) + (0.4 \times 8.3\%) = 75.6\%$. This means that the minimum of 65% of taught course assessment is included and gives a final taught courses GPA.

Recalculating taught courses baseline GPA to arrive at final GPA as follows:

Course / component	Component result	Grade points	Weighting (Component x course credits)	Grade points
Course 1 Essay	C1	14	0.5 x 20	140
Course 2 Seminar	A5	18	0.4 x 20	144
Course 2 Exam	B2	16	0.6 x 20	192
Course 3 Essay	B3	15	0.3 x 20	90
Course 3 Project	D1	11	0.7 x 20	154
Course 4 Project	A5	18	0.7 x 20	252
Course 5 Essay	H	0	0.6 x 10	0
Course 5 Exam	C1	14	0.4 x 10	56
Course 6 Test	C3	12	0.25 x 10	30
Course 7 Literature review	C3	12	0.5 x 20	120

Course 7 Essay	B2	16	0.5 x 20	160
		Totals	96.5	1338

Final taught courses GPA = Grade points / weighted components
= 1338 / 96.5
= 13.8653 rounded to **13.9**

Example 7: Ordinary/designated degree final year student - year 3 curriculum consisting of three Level 3 20 credit courses and three Level 2 20 credit courses. Less than 65% of L3 assessment on 60 credits complete.

Proportion of completed programme assessment takes into account the assessment completed in years 1 and 2. Students must complete at least 65% of the total assessment over the 360 credits included in the curriculum over three years of study. In addition they must meet requirements in relation to 65% of the assessment associated with 60 of the L3 credits.

	Semester 1	Course grade	Semester 2 By 15 March 2020	Course grade	Baseline programme GPA to include	L3 baseline GPA to include	Completed after 15 March, including April/May assessment diet
Year 1					10.75 (all assessment complete)		
Year 2					11.125 (all assessment complete)		
Year 3							
Course 1 (Level 3) 20 credits	Essay (50%) C1 Essay (50%) E1					14 (50% component) 8 (50% component)	
Course 2 (Level 2) 20 credits	Seminar (40%) C3	NYA				12 (40% component)	Exam (60%) Did not happen
Course 3 (Level 2) 20 credits	Essay (30%) B3; Project (70%) D1					15 (30% component) 11 (70% component)	
Course 4 (Level 2) 20 credits				NYA			Project (70%) C1; Exam (30%) Did not happen
Course 5 (Level 3) 20 credits			Essay (60%) D2	NYA		10 (60% component)	Exam (40%) D1
Course 6 (Level 3) 20 credits			Class test (30%) E1	NYA		8 (30% component)	Exam (70%) C1

NYA = not yet available

Volume of assessment completed by 15 March 2020

In this case the student completed all assessment from years 1 and 2 (66.6% of the total assessment for the programme) so it is clear that they have already met the requirement for at least 65% of the programme assessment to be complete. (Where course grades have been returned for all year 1 and year 2 courses, this can be assumed.)

This degree's regulations also require students to achieve a GPA of at least 9.0 across 60 credits at Level 3. The volume of assessment completed by 15 March on the three Level 3 courses is as follows. Each of the three Level 3 courses carries 33.3% of the total assessment required to meet this regulation:

		Amount of L3 assessment complete across the 60 credits (%)	Amount of assessment complete across year 3 (required for baseline Programme GPA calculation) (%)
Course 1 (Level 3)	Essay (50%) Essay (50%)	33.3	16.67
Course 2 (level 2)	Seminar (40%)		6.67
Course 3 (level 2)	Essay (30%) Project (70%)		16.67
Course 5 (Level 3)	Essay (60%)	20.0	10
Course 6 (Level 3)	Class test (30%)	10.0	5
	Total	63.3	55

GPA Calculations

There are two GPA values to be achieved for this award: A) the **Programme GPA** and B) the **GPA for 60 Level 3 Credits**.

A) Programme GPA

Baseline programme GPA

All three years of assessment (totalling 360 credits) contribute equally to the calculation of final grade point average (33.3% each).

The baseline GPA is based on assessments completed in years 1 and 2 and by 15 March in year 3. GPAs for years 1 and 2 are calculated by aggregating course grades. The GPA for year 3, however, is calculated from assessment components only, and no reference should be made to rounded course grades (e.g. for Course 1 where all assessment was completed in semester 1 and a final overall course grade is available).

Baseline programme GPA requires two things to be aggregated:

1. GPA from assessment completed in years 1 and 2

Example 7 gives a value of 10.75 and 11.125 for years 1 and 2 respectively. (Unrounded GPAs should be used.)

2. GPA from components of all year 3 assessment completed by 15 March (Levels 2 and 3)

All assessment components (NOT course results) should be aggregated using the appropriate course and component weighting.

Example 7 shows the following components completed by 15 March:

Course 1 - Essay (50%) C1 (14 grade points)

Course 1 - Essay (50%) E1 (8)

Course 2 - Seminar (40%) C3 (12)

Course 3 - Essay (30%) B3 (15)

Course 3 - Project (70%) D1 (11)

Course 4 - no assessment completed yet

Course 5 - Essay (60%) D2 (10)

Course 6 - Class test (30%) E1 (8)

All courses carry 20 credits. As the courses carry equal credit weighting, this is not shown here as factored into the calculation:

Year 3 assessment components contributing to programme baseline GPA = (Essay Course 1 + Essay Course 1 + Seminar Course 2 + Essay Course 3 + Project Course 3 + Essay Course 5 + Class test Course 6) / weighting of completed components

$$\begin{aligned} &= [(14 \times 0.5) + (8 \times 0.5) + (12 \times 0.4) + (15 \times 0.3) + (11 \times 0.7) + (10 \times 0.6) + (8 \times 0.3)] / (0.5 + 0.5 + 0.4 + 0.3 + 0.7 + 0.6 + 0.3) \\ &= 36.4 / 3.3 \\ &= 11.0303 \text{ rounded to } 11.0 \end{aligned}$$

The year 3 GPA is based on 55% of the year's assessment which is complete by 15 March.

Baseline programme GPA aggregates **1.** and **2.**

Baseline programme GPA = (Year 1 GPA + Year 2 GPA + completed proportion of Year 3 GPA) / proportion of programme assessment completed

$$\begin{aligned} &= (10.75 \times 0.333) + (11.125 \times 0.333) + (11.0303 \times 0.55 \times 0.333) / [0.333 + 0.333 + (0.55 \times 0.333)] \\ &= 9.3046 / 0.8492 \\ &= 10.9569 \text{ rounded to } \mathbf{11.0} \end{aligned}$$

Final Programme GPA

By 15 March the student had completed more than 65% of all programme assessment, so in order to calculate final programme GPA, assessment results from after 15 March that are equal to or above the baseline programme GPA will be included, and any assessment results that are below the baseline or are not taken will be disregarded.

Components completed after 15 March:

Course 1 - none

Course 2 - none

Course 3 - none

Course 4 - Project (70%) C1 (14 grade points) – *Include in final GPA*

Course 5 - Exam (40%) D1 (11) – *Include in final GPA*

Course 6 - Exam (70%) C1 (14) – *Include in final GPA*

All assessment components completed after 15 March will be included in final GPA as all results are either equal to or greater than the baseline.

Additional components to be included in final programme GPA = [Course 4 Project (70%) + Course 5 Exam (40%) + Course 6 Exam (70%)] / weighting of additional components

$$\begin{aligned} &= [(14 \times 0.7) + (11 \times 0.4) + (14 \times 0.7)] / (0.7 + 0.4 + 0.7) \\ &= 24 / 1.8 \\ &= 13.3333 \end{aligned}$$

Proportion of Year 3 assessment represented by the additional components (from the 6 Year 3 courses)

$$\begin{aligned} &= (0.7 + 0.4 + 0.7) / 6 \\ &= 0.3 \end{aligned}$$

Recalculating Baseline programme GPA to arrive at final programme GPA as follows:

Final programme GPA = (Year 1 GPA + Year 2 GPA + proportion of Year 3 GPA in baseline + proportion of Year 3 GPA after 15 March) / proportion of programme assessment included

$$\begin{aligned} &= (10.75 \times 0.333) + (11.125 \times 0.333) + (11.0303 \times 0.55 \times 0.333) + (13.3333 \times 0.3 \times 0.333) / [0.333 + 0.333 + (0.55 \times 0.333) + (0.3 \times 0.333)] \\ &= 10.6366 / 0.9491 \\ &= 11.207 \text{ rounded to } \mathbf{11.2} \end{aligned}$$

B) Level 3 GPA on 60 credits

The requirements for the degree include that a GPA of at least 9.0 should be achieved across 60 credits at Level 3. In this case the student's curriculum has only 60 credits at L3 from three courses, so all of these results must be used for this calculation. By the time of the final exam board it may be obvious that this requirement has been met (e.g. if all assessment on the three courses has been completed and the GPA is at least 9.0). As this GPA does not determine the award of classification Schools may wish to be pragmatic about whether the actual GPA is calculated in every case. The steps to be followed where a calculation is necessary are set out below.

Baseline Level 3 GPA

To calculate the GPA on the L3 credits a baseline GPA should be calculated using components of assessment completed by 15 March:

Components completed by 15 March:

Course 1 - Essay (50%) C1 (14 grade points); Essay (50%) E1 (8)

Course 5 - Essay (60%) D2 (10)

Course 6 - Class test (30%) E1 (8)

As all Level 3 courses carry 20 credits, this is not shown here as factored into the calculation.

Baseline L3 GPA = (Grade points x completed component weightings) / weighting of completed components

$$= [(14 \times 0.5) + (8 \times 0.5) + (10 \times 0.6) + (8 \times 0.3)] / (0.5 + 0.5 + 0.6 + 0.3)$$

$$= 19.4 / 1.9$$

$$= 10.2105 \text{ rounded to } \mathbf{10.2}$$

Final Level 3 GPA

The proportion of L3 assessment (3 courses) completed by 15 March = (weighting of assessments) / 3

$$= (0.5 + 0.5 + 0.6 + 0.3) / 3$$

$$= 63.4$$

The student has not yet completed 65% of the L3 assessment so in order to calculate final GPA, assessment results that are equal to or above the baseline L3 GPA (10.2) will be included. If this still leaves less than 65% completed, further assessment results, starting with the best must be included in the final GPA. [In cases where 65% of the L3 assessment has been completed by 15 March, and where the baseline GPA is at least 9.0, no further calculation is needed.]

Components completed after 15 March:

Course 1 - none

Course 5 - Exam (40%) D1 (11 grade points) – *Include in final GPA*

Course 6 - Exam (70%) C1 (14) – *Include in final GPA*

Adding in the Course 5 exam and the Course 6 exam represents an additional $(0.4 + 0.7) / 3 = 0.0367$, i.e. 36.7% of the assessment for the selected Level 3 courses. The total L3 assessment completed has therefore reached the 65% minimum level. (In this case 100% of the assessment from the three selected L3 courses is included.)

Recalculating baseline GPA to arrive at Final Level 3 GPA = (Components included in baseline GPA + additional components completed after 15 March) / proportion of assessment included.

$$\begin{aligned} &= [(14 \times 0.5) + (8 \times 0.5) + (10 \times 0.6) + (8 \times 0.3) + \mathbf{(11 \times 0.4)} + \mathbf{(14 \times 0.7)}] / (0.5 + 0.5 + 0.6 + 0.3 + \mathbf{0.4} + \mathbf{0.7}) \\ &= 33.6 / 3 \\ &= \mathbf{11.2} \end{aligned}$$

Example 8: Ordinary/designated degree final year student - Year 3 curriculum consisting of six Level 3 20 credit courses. Less than 65% of the assessment completed by 15 March on 60 credits of Level 3 courses.

Proportion of completed programme assessment takes into account the assessment completed in years 1 and 2. Students must complete at least 65% of the total assessment over the 360 credits included in the curriculum over three years of study. In addition they must meet requirements in relation to 65% of the assessment associated with 60 of the L3 credits.

	Semester 1	Course grade	Semester 2 By 15 March 2020	Course grade	Baseline programme GPA to include	Include in L3 baseline GPA (if the course is selected as one of the three required for the 60 credit GPA)	Completed after 15 March, including April/May assessment diet
Year 1					10.75 (all assessment complete)		
Year 2					11.125 (all assessment complete)		
Year 3							
Course 1 (Level 3) 20 credits	Essay (50%) C1				14 (50% component)	14 (50% component)	Essay (50%) E1
Course 2 (Level 3) 20 credits	Seminar (40%) C3	NYA			12 (40% component)	12 (40% component)	Exam (60%) B3
Course 3 (Level 3) 20 credits	Project (70%) D1				11 (70% component)	11 (70% component)	Essay (30%) B3;
Course 4 (Level 3) 20 credits							Project (70%) C1; Exam (30%) D2
Course 5 (Level 3) 20 credits			Essay (60%) D2		10 (60% component)	10 (60% component)	Exam (40%) D1
Course 6 (Level 3) 20 credits			Class test (30%) E1		8 (30% component)	8 (30% component)	Exam (70%) C1

Volume of assessment completed by 15 March 2020

In this case the student completed all assessment from years 1 and 2 (66.6% of the total assessment for the programme) so it is clear that they have already met the requirement for at least 65% of the programme assessment to be complete. (Where course grades have been returned for all year 1 and year 2 courses, this can be assumed.)

This degree's regulations also require students to complete at least 65% of assessment across 60 credits at Level 3, and to achieve a GPA of at least 9.0 across 60 credits at this level. As shown in the table below, taking the three L3 courses (60 credits) with the most complete proportion of the assessment, the best completion rate is 60% which is under the required 65%.

	Components completed	Amount of L3 assessment, across most complete 60 credits of courses (%)	Amount of assessment complete across year 3 (required for baseline Programme GPA calculation) (%)
Course 1	Essay (50%)	16.65	8.3
Course 2	Seminar (40%)		6.65
Course 3	Project (70%)	23.33	11.7
Course 4	none		
Course 5	Essay (60%)	20.0	10
Course 6	Class test (30%)		5
	Total	60	41.65

GPA Calculations

There are two GPA values to be achieved for this award: A) the **Programme GPA** and B) the **GPA for 60 Level 3 Credits**.

A) Programme GPA

All three years of assessment (totalling 360 credits) contribute equally to the calculation of final grade point average (33.3% each).

The baseline GPA is based on assessments completed in years 1 and 2 and by 15 March in year 3. GPAs for years 1 and 2 are calculated by aggregating course grades. The GPA for year 3, however, is calculated from assessment components only, and no reference should be made to rounded course grades.

Baseline GPA requires two things to be aggregated:

1. GPA from assessment completed in years 1 and 2

Example 8 gives a value of 10.75 and 11.125 for years 1 and 2 respectively. (Unrounded GPAs should be used.)

2. GPA from components of year 3 assessment completed by 15 March

All assessment components (NOT course results) should be aggregated using the appropriate course and component weighting.

Example 6 shows the following components completed by 15 March:

Course 1 - Essay (50%) C1 (14 grade points)

Course 2 - Seminar (40%) C3 (12)

Course 3 - Project (70%) D1 (11)

Course 4 - none

Course 5 - Essay (60%) D2 (10)

Course 6 - Class test (30%) E1 (8)

All courses carry 20 credits. As the courses carry equal credit weighting, this is not shown here as being factored into the calculation:

$$\begin{aligned}\text{Year 3 assessment components contributing to programme baseline GPA} &= \text{weighted component results} / \text{component weightings} \\ &= [(14 \times 0.5) + (12 \times 0.4) + (11 \times 0.7) + (10 \times 0.6) + (8 \times 0.3)] / (0.5 + 0.4 + 0.7 + 0.6 + 0.3) \\ &= 27.9 / 2.5 \\ &= 11.16\end{aligned}$$

$$\begin{aligned}\text{Proportion of year 3 assessment complete by 15 March} &= \text{weighting of components} / \text{all assessment for the 6 year 3 courses} \\ &= (0.5 + 0.4 + 0.7 + 0.6 + 0.3) / 6 \\ &= 0.42, \text{ i.e. } 42\% \text{ of the year's assessment is complete.}\end{aligned}$$

Baseline programme GPA aggregates **1.** and **2.**, each year carrying a 33.3% weighting

$$\begin{aligned}\text{Baseline programme GPA} &= (\text{Year 1 GPA} + \text{Year 2 GPA} + \text{completed proportion of Year 3 GPA}) / \text{proportion of programme assessment completed} \\ &= (10.75 \times 0.333) + (11.125 \times 0.333) + (11.16 \times 0.42 \times 0.333) / [0.333 + 0.333 + (0.42 \times 0.333)] \\ &= 8.8452 / 0.8059 \\ &= 10.9756 \text{ rounded to } \mathbf{11.0}\end{aligned}$$

Final Programme GPA

By 15 March the student had completed more than 65% of all programme assessment, so in order to calculate final GPA, assessment results after 15 March that are equal to or above the baseline GPA will be included, and any assessment results that are below the baseline or are not taken will be disregarded.

Components completed after 15 March:

Course 1 - Essay (50%) E1 (8 grade points) – *Disregard as <11.0*

Course 2 - Exam (60%) B3 (15) – *Include in final GPA*

Course 3 - Essay (30%) B3 (15) – *Include in final GPA*

Course 4 - Project (70%) C1 (14) – *Include in final GPA;*

Course 4 - Exam (30%) D2 (10) – *Disregard as <11.0*

Course 5 - Exam (40%) D1 (11) – *Include in final GPA*

Course 6 - Exam (70%) C1 (14) – *Include in final GPA*

Additional components to be included in final GPA = [Course 2 Exam (60%) + Course 3 Essay (30%) + Course 4 Project (70%) + Course 5 Exam (40%) + Course 6 Exam (70%)] / weighting of additional included components

$$\begin{aligned} &= [(15 \times 0.6) + (15 \times 0.3) + (14 \times 0.7) + (11 \times 0.4) + (14 \times 0.7)] / (0.6 + 0.3 + 0.7 + 0.4 + 0.7) \\ &= 37.5 / 2.7 \\ &= 13.8889 \end{aligned}$$

Proportion of Year 3 assessment represented by the additional included components (from the 6 Year 3 courses)

$$\begin{aligned} &= (0.6 + 0.3 + 0.7 + 0.4 + 0.7) / 6 \\ &= 0.45 \end{aligned}$$

Recalculating programme baseline GPA to arrive at final GPA as follows:

Final programme GPA = (Year 1 GPA + Year 2 GPA + proportion of Year 3 GPA in baseline + proportion of Year 3 GPA after 15 March) / proportion of programme assessment included

$$\begin{aligned} &= (10.75 \times 0.333) + (11.125 \times 0.333) + (11.16 \times 0.42 \times 0.333) + (13.8889 \times 0.45 \times 0.333) / [0.333 + 0.333 + (0.42 \times 0.333) + (0.45 \times 0.333)] \\ &= 10.9264 / 0.9557 \\ &= 11.4328 \text{ rounded to } \mathbf{11.4} \end{aligned}$$

B) Level 3 GPA on 60 Credits

The requirements for the degree include that a GPA of at least 9.0 should be achieved across 60 credits at Level 3. In this case the student's curriculum includes 120 L3 credits in Year 3 so 60 credits must be selected. By the time of the final exam board it may be obvious that this requirement has been met (e.g. if there are 60 credits where all assessment has been completed and the average GPA is at least 9.0). As this GPA does not determine the award of classification Schools may wish to be pragmatic about whether the actual GPA is calculated in every case. The steps to be followed where a calculation is necessary are set out below.

Baseline Level 3 GPA

The baseline Level 3 GPA is calculated from assessment components from three courses selected to provide the 60 credits. No reference should be made to rounded course grades even when the assessment for these courses was complete in semester 1.

The baseline Level 3 GPA is calculated aggregating Level 3 components of assessment completed by 15 March using the appropriate component weightings. These assessments should come from selected courses that together total 60 credits.

For illustrative purposes, courses 1, 3 and 6 are selected from Example 8. The following Level 3 components are completed by 15 March:

Course 1 – Essay (50%) C1 (14 grade points)

Course 3 – Project (70%) D1 (11)

Course 6 – Class test (30%) E1 (8)

All courses carry 20 credits. As the courses carry equal credit weighting, this is not shown as being factored into the calculation:

$$\begin{aligned}\text{Level 3 baseline GPA} &= [(14 \times 0.5) + (11 \times 0.7) + (8 \times 0.3)] / (0.5 + 0.7 + 0.3) \\ &= 17.1 / 1.5 \\ &= 11.4\end{aligned}$$

Proportion of Level 3 assessment complete at 15 March is the sum of the completed weighted components / total assessment available for the three courses = $(0.5 + 0.7 + 0.3) / 3$
= 0.5 which is 50%.

The student has achieved a baseline GPA of ≥ 9.0 but this is based on completion of only 50% of the assessment on the 60 Level 3 credits. Further assessment is needed to meet the 65% assessment completion requirement.

Results from assessments completed in the selected courses after 15 March that are equal to or above the baseline GPA will be included in the final GPA. If this still leaves less than 65% completed, further assessment results, starting with the best must be included in the final GPA.

Components completed after 15 March:

Course 1 - Essay (50%) E1 (8 grade points) – *Disregard as <11.4*

Course 3 - Essay (30%) B3 (15) – *Include in final GPA*

Course 6 - Exam (70%) C1 (14) – *Include in final GPA*

Additional assessment components to be included in final L3 GPA are Course 3 Essay and Course 6 Exam

The volume of completed L3 credits assessment included in final GPA = proportion of assessment included in baseline + proportion from additional included components

$$= [0.50 + [(0.3 + 0.7) / 3]]$$
$$= 0.833$$

83% of L3 assessment will now be included in the GPA.

Final Level 3 GPA

Recalculating baseline GPA to arrive at final Level 3 GPA as follows:

Final Level 3 GPA = Components included in baseline GPA + additional components completed after 15 March

$$[(14 \times 0.5) + (11 \times 0.7) + (8 \times 0.3) + (15 \times 0.3) + (14 \times 0.7)] / (0.5 + 0.7 + 0.3 + 0.3 + 0.7)$$
$$= 31.4 / 2.5$$

$$= 12.56 \text{ rounded to } \mathbf{12.6}$$

The student has achieved a GPA of ≥ 9.0 and has completed more than 65% of the assessment for the selected 60 Level 3 credits.

Example 9: Example showing the application of a penalty applied under the Code of Student Conduct for academic misconduct.

A student studying a PGT programme takes six 20 credit courses and a 60 credit dissertation. The student receives a grade H as a penalty for an online exam that represents 75% of a 20 credit course and was taken on 1 May 2020.

The grade H (0) must be included in the student's final GPA.

The student's full profile of grades is:

	Semester 1	Course grade	Semester 2 By 15 March	Component grade points to include in baseline GPA	Completed after 15 March, including April/May assessment diet
Course 1	Essay C2 (50%), Essay D1 (50%)	C3		13 (50% weighting) 11 (50% weighting)	
Course 2	Essay C3 (50%), Test D2 (50%)	D1		12 (50% weighting) 10 (50% weighting)	
Course 3	Essay B3 (50%), Exam B3 (50%)	B3		15 (50% weighting) 15 (50% weighting)	
Course 4					Exam B2 (50%) Essay B3 (50%)
Course 5					Exam C2 (50%) Essay – missed assessment
Course 6					Test D2 (25%) Exam H (75%) Conduct Penalty

If the student conduct penalty had been applied in relation to assessment completed by 15 March, the penalty will be reflected in the baseline GPA as all completed components must be included in that GPA calculation.

In this case the penalty is applied to assessment completed after 15 March. Under the No Detriment policy the general position is that assessment components completed after 15 March can be disregarded if they are at a level below the baseline GPA. However, where a penalty for academic misconduct is imposed on any such component, that component must be incorporated in calculation of the final GPA.

In the example, the baseline taught courses GPA is: (Essay Course 1 + Essay Course 1 + Essay Course 2 + Test Course 2 + Essay Course 3 + Exam Course 3) / weighting of completed components